

**PARK AND RECREATION COMMISSION  
TOWN OF NEEDHAM, MASSACHUSETTS**

**Minutes of Meeting  
November 26, 2012**

**PRESENT:** Michael J. Retzky, Chairman  
Cynthia J. Chaston, Vice Chairman  
Thomas M. Jacob, Member  
David C. DiCicco, Member  
Andrea L. Shorthose, Member  
Patricia M. Carey, Director  
Karen A. Peirce, Assistant Director

**GUESTS:** Bob Cohen, Resident  
Mark Forbes, Memorial Park Trustee  
Chuck Mangine, Memorial Park Trustee  
Matthew Borrelli, Board of Selectman Member  
Heather Yountz, Dan Shapiro, Save Cricket Field  
The Kreatorz, FLL Team from Needham: Noah Ramos, Alex Ektov,  
Kevin Mullaney, Haley Kent, Henry Keegan  
The Kreatorz Family and Friends: Carisa Pinchuk, Joel Kent, George  
Kent, Henry Keegan, Sue Mullaney, Ann Keegan, Laura Miller, Ken  
Rosenstein, Kevin Mullaney, Mike Keegan,

The meeting convened at 7:04 PM in the Charles River Room at the Public Services Administration Building.

1. **Minutes of Meeting of October 22, 2012:** Discussed later in the meeting.
2. **Director's Report:** Discussed later in the meeting.
3. **Assistant Director's Report:** Discussed later in the meeting.

**4. Discussion Items:**

**A. Presentation: "Needham's Kreatorz" First Lego Team:** Mr. Retzky introduced Sue Maloney and Ann Keegan, FLL Coordinators. The Kreatorz FLL introduced themselves: Noah Ramos, Alex Ektov, Kevin Mullaney, Haley Kent and Henry Keegan. The Kreatorz shared a short play about the need for seniors to remain active and to improve and maintain good health. The project is titled Senior Solutions. First they had to find a senior partner to help identify and learning about problems faced by seniors. Next they had to create an innovative solution to the problem and finally share the problem and solution with others. The team interviewed members of the Needham elderly population and recorded that flexibility, strength, stamina and balance were all problem areas. During the interview process they surveyed the number of falls per senior and the cost per fall and then created a solution to help prevent the falls. After a number of meetings with different professionals and Town boards and departments they came up with a solution. The solution is to purchase some adult exercise equipment called HealthBeat manufactured by Landscape Structures to help seniors with balance, coordination, muscle strength and endurance. Their research for an ideal location led them to a small triangle at Memorial Park

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**November 26, 2012**  
**Page 2 of 7**

where the exercise equipment could be located. The Commissioners, Memorial Park Trustees Mark Forbes and Chuck Mangine and Board of Selectmen member Matthew Borrelli were all impressed with the student presentation and support the idea for the exercise equipment. Mr. Retzky thanked the Kreatorz members for coming to the meeting and he wished them good luck at the FLL competition on December 1, 2012.

1. **Minutes of Meeting of October 22, 2012:** Mrs. Chaston made a motion to approve the Minutes of the October 22, 2012 meeting. Mr. Jacob seconded the motion and it was approved unanimously.
2. **Director's Report:** Mr. Retzky asked about the Newman School preschool playground surface. Ms. Carey indicated according to the federal guidelines the surface is compliant but while visiting the Newman School the Architectural Access Board noted access to the walkway is noncompliant. A meeting will be scheduled with AAB, Park and Recreation and Public Facilities to discuss.
3. **Assistant Director's Report:** Ms. Peirce reported the following:
  - October 26- Owl Prowl was held at the Rosemary lake Trail. 4 children and 3 parents attended.
  - The Community Gardens have been cleaned up for the winter.
  - November 17 – a very successful Turkey Hunt was held with 120 children registered.
  - The 2013 Winter Spring brochure will be sent to the printer on November 27<sup>th</sup> and registration will begin on Tuesday, December 11, 2012.
  - November 27, 2012 –Will attend the summer building use committee meeting at the school administration building with Recreation Supervisor Nicole DiCicco
  - Offered to be the High School Fishing Club Advisor. Waiting to hear back from the High School Principal, Jonathan Pizzi.
  - The Needham 300 Committee will be officially dissolved on December 12, 2012 at their final meeting.
4. **Discussion Items:**
  - A. **Presentation: "Needham's Kreatorz" First Lego Team:** Discussed earlier in the meeting.
  - B. **Special Town Meeting: 11/13 results and upcoming 12/3 meeting:** Mr. Retzky reviewed the results from the November 13, 2012 Special Town Meeting. Funding for the Bay Colony Rail Trail Feasibility Study, Funding for Greene's Field and funding to finish the Walker Gordon Field renovation project were all voted upon favorably. On December 3, 2012 there will be another Special Town Meeting to vote on a Tax Increment Financing TIF to bring a travel site called TripAdvisor to Needham's business park.

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**November 26, 2012**  
**Page 3 of 7**

**C. FY'14 Operating and Capital Budgets:** Ms. Carey and Mr. Retzky attended a meeting with the Town Manager and Assistant Town Managers to review the proposed Park and Recreation FY14 Operating Budget. At the meeting Ms. Carey noted a need for a budget increase to help cover the cost of playground maintenance. She also reviewed the proposed Park and Recreation Capital Projects that included improvements for Mills Field parking area and updating the Open Space and Recreation Plan. The DPW has submitted a proposal for capital funds for athletic field improvements at the Newman School. Community Development has submitted a proposal for trail improvements at the Reservoir and the Eastman Conservation Area. The Conservation Commission submitted a request for trail improvements at Ridge Hill.

**D. Rosemary Pool:** Ms. Carey shared the draft RFQ for Rosemary Pool. The timeline is scheduled so the consultants can observe the process to drain Rosemary Lake in the spring. Mr. Retzky suggested inviting members of the Community Center Committee to the December 17, 2012 Commission meeting to review the draft RFQ. Ms. Carey will send the Community Center board members a copy of the draft RFQ and she will invite them to the next Commission meeting. Ms. Carey asked for a volunteer to be on the Rosemary Pool Feasibility Study working group with her. Mr. Jacob volunteered. The Commissioners will review the draft RFQ and send comments to Ms. Carey by December 10, 2012.

**E. Community Preservation Projects and Proposals:** The following Community Preservation Funding applications will be submitted by Ms. Carey.

- Open Space and Recreation Plan               \$25,000
- Placeholder for a land purchase               \$1, 000,000.00
- Reservoir Trail Design                               ?
- Newman Field Renovation Project application –Ms. Carey sent a copy to the School Committee to review to see if they would like to be the applicant for this project.

The following applications will be submitted by the Town Manager

- The Carol Brewster and 174 Charles River Street properties, requesting \$10,000 to hire an outside company to oversee the properties. The properties were purchased with CPC funds which prevents the Town from overseeing the properties. Also included in the Town Managers request is an application for funding for a part time position in the Planning Department to oversee housing issues.

**F. Proposed Rail Trail:** Ms. Carey met with Tad Staley and Kathleen Phelps from the Bay Colony Rail Trail Association to create a framework for the BCRTA and the Friends of Needham Rail Trail Greenway to work together with the Town to begin the feasibility study to build a rail trail in Needham. Ms. Carey noted that the Rail Trail will be on the Commission agendas and the Commissioners will receive periodic progress updates from Tad Staley.

**G. Trail Projects:** Ms. Peirce reported the next trail sign installation day will be held on December 1 from 10:00AM-1:00PM at Ridge Hill. Volunteers have signed up to help. Trail Stewards have installed signs at all other trail locations. Once a new

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**November 26, 2012**  
**Page 4 of 7**

carpenter is hired by the Public Facilities Department the Conservation Commission Director Patty Barry and Ms. Peirce will coordinate the next trail project to build kiosks for all the trails. Ms. Peirce reported that she is working on a draft for compliance with the ADA regarding motorized vehicles on trails. She will present the draft to the Trails Advisory Group at the next meeting on December 14, 2012. Once the Trails Advisory Group approves the draft it will be sent to other committees who have jurisdiction of trails in Town for their approval.

- H. Projects with DPW:** Ms. Carey reported that the storage building for DeFazio Park should be delivered in a few weeks. The storage building color is similar to the color of the Carleton Pavilion and the trim color will be dark green. She also reported the Walker Gordon Field renovation project contracts have been signed and the project will begin in the spring 2013.
- I. Late Special Event Requests:** Mr. Retzky noted the number of late Special Event requests that have been sent to the Park and Recreation Commission for approval. He would like to reinforce the special event deadlines for applications by educating the user groups of the process. He suggested a memo be created to remind all the groups to submit requests in a timely manner to avoid problems in the future.
- J. Spring/Summer Field Scheduling:** The Commissioners chose to have the 2013 Spring/Summer Field Summit on Monday, January 14, 2013 at 7:30PM. The Commission meeting will begin at 6:30PM.

**5. Action Items**

- A. Hillside/Mitchell Pre-Feasibility Study:** Ms. Carey and Mrs. Chaston attended a meeting with School Committee Chair Heidi Black and School Committee member Maryanne Cooley, Rick Zambone, Finance Committee member, Steve Popper and Hank Haff Public Facilities Operations, and Anne Gulati, School Department Financial Operations to discuss the Hillside/Mitchell Pre-Feasibility Study. Applications for Hillside, Mitchell and Pollard Schools were reviewed. Mr. Popper is working with the Dorn Company assessing using DeFazio Park parking lot as swing space. Mr. Jacob suggested the Nike site be considered since the temporary space is necessary for such an extended period of time. Although not reimbursable from the State swing space could potentially be needed for up to 10 years while rebuilding 3 schools. Since the public outcry to save Cricket Field, the School Committee has not publicly discussed using Cricket Field for a new Hillside School. There has also been no official indication that Cricket is no longer an option. Mr. DiCicco noted that if the School Committee changed their mind regarding relocating Hillside School to Cricket Field, he suggests the Park and Recreation Commission move forward with the Cricket Field building improvements that were in the process of being finalized before the pre-feasibility study became public. Heather Yountz and Dan Shapiro, neighbors and supporters of saving Cricket Field would like the School Committee to take Cricket Field off the list but in the meantime the neighbors and supporters will continue to work towards saving Cricket Field from becoming a school site.

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**November 26, 2012**  
**Page 5 of 7**

- B. Coulton Park Neighborhood Request: skating rink:** Mrs. Chaston made a motion to approve the Coulton Park Neighborhood request for a skating rink on the island in the middle of the neighborhood. Mr. DiCicco seconded the motion and the motion was approved unanimously.
  - C. Winter/Spring Fees:** Mr. Jacob made a motion to approve the Winter/Spring Fees as presented by the Director, Assistant Director and Recreation Supervisor. Mrs. Chaston seconded the motion and the motion was approved unanimously. (See appendix A)
- 6. Topics for Future Agendas:** Hillside/Mitchell Pre-Feasibility Study
- 7. Adjournment:** Mr. Jacob made a motion to adjourn the meeting at 9:16 PM. The motion was seconded by Mrs. Chaston and approved unanimously.

Respectfully submitted,

Karen A. Peirce, CPRP  
Assistant Director

**Needham Park and Recreation Commission**  
**Minutes of Meeting**  
**November 26, 2012**  
**Page 6 of 7**

**APPENDIX A**

| <b>Winter/Spring Programs</b>     | <b>2012</b>  | <b>Recommended for 2013</b> | <b>Program Description</b>   | <b>Number of Classes</b>                | <b>General Fund Deposit</b> | <b>Approved fee for 2013</b>   |
|-----------------------------------|--|-----------------------------|--|---|-----------------------------|--|
| Cross-Country Ski Lessons         | \$100  | SAME                        | Intro to X-country ski techniques, skills, games and fun on a variety of flat and hilly terrain. | five, 1 hour classes                    | \$5.00                      | \$100  |
| Senior Billiards                  | \$25   | SAME                        | Billiards League for Seniors   | Jan-May                                 | \$5.00                      | \$25   |
| Senior Golf                       | \$188/registration & green's fees for 8 rounds.<br>\$21/ additional rounds | SAME                        | Needham residents only league for players age 50 and up  | 12                                      | \$5.00                      | \$188/registration & green's fees for 8 rounds.<br>\$21/ additional rounds |
| <b>February Vacation Programs</b> | <b>2012</b>  | <b>Recommended for 2013</b> | <b>Program Description</b>   | <b>Number of Classes</b>                | <b>General Fund Deposit</b> | <b>Approved fee for 2013</b>   |
| Basketball Clinic                 | \$75   | SAME                        | Sportsmanship, teamwork & skill development.   | 3 day session<br>1/2 day                | \$5.00                      | \$75   |
| Thundercats Sports Jam            | \$120 1/2 day<br>\$155/ full day   | SAME                        | Variety of sports and unique games played in a creative, fun, non-competitive atmosphere         | 3 day session<br>1/2 day<br>OR full day | \$5.00                      | \$120 1/2 day<br>\$155/ full day   |
| Winter Vacation Carnival          | \$25 one day<br>\$50 two days  | SAME                        | Winter season themed arts & crafts, games and activities   | 1 OR 2 days<br>1/2 day                  | \$0.00                      | \$25 one day<br>\$50 two days  |
| Event-FULL!<br>LEGO Ninjago       | n/a  | \$50                        | LEGO Ninjago inspired crafts, activities and LEGO design and building                            | 3 hour class                            | \$5.00                      | \$50   |
| Event-FULL!<br>LEGO Avengers      | n/a  | \$50                        | LEGO Avengers inspired crafts, activities and LEGO design and building                           | 3 hour class                            | \$5.00                      | \$50   |
| Cross-Country Ski Lessons         | \$65   | SAME                        | Intro to X-country ski techniques, skills, games and fun on a variety of flat and hilly terrain. | 3 days,<br>1 hour per day               | \$5.00                      | \$65   |
| <b>Tennis Badges</b>              | <b>2012</b>  | <b>Recommended for 2013</b> | <b>Program Description</b>   | <b>Number of Classes</b>                | <b>General Fund Deposit</b> | <b>Approved fee for 2013</b>   |
| Tennis Badges Needham Individual  | \$30.00  | SAME                        | Required for all public court use  | Season<br>Mar - Oct                     | N/A                         | \$30.00  |
| Tennis Badges Needham Family      | \$45.00  | SAME                        | Required for all public court use  | Season<br>Mar - Oct                     | N/A                         | \$45.00  |

**Needham Park and Recreation Commission  
Minutes of Meeting  
November 26, 2012  
Page 7 of 7**

|   |         |      |   |                     |     |         |
|---|---------|------|---|---------------------|-----|---------|
| Tennis Badges<br>Needham Senior                     | \$15.00 | SAME | Required for all<br>public court use  | Season<br>Mar - Oct | N/A | \$15.00 |
| Tennis Badges<br><b>Non-Resident</b><br>Individual  | \$60.00 | SAME | Required for all<br>public court use. 50<br>available each<br>"season" for non<br>resident, Needham<br>business employees | Season<br>Mar - Oct | N/A | \$60.00 |
| All courts will be open for the 2013 tennis season. |         |      |   |                     |     |         |